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TRANSACTIONS OF THE EXECUTIVE BOARD OF THE AMERICAN LIBRARY ASSOCIATION, STAMFORD, N. Y., AND PITTSBURGH, PENN.

EXECUTIVE BOARD

Transactions of a meeting of the Executive board held at Stamford, N. Y., September 26, 1907, at which were present A. E. Bostwick, President; C. H. Gould, First Vice-President; J. I. Wyer, Jr., Secretary; A. H. Hopkins, Treasurer; C. W. Andrews, ex-President; Lutie E. Stearns, Recorder and, by invitation, E. C. Hovey, Executive officer. By reason of illness, Miss Helen E. Haines, the Second Vice-President was absent.

Continuance of headquarters. Mr Andrews reported for a committee of one, appointed at the last meeting, that he had conferred with members of the Publishing board and that that body had agreed to contribute a sum not exceeding \$500 towards Mr Hovey's salary for the current calendar year provided the funds available for Headquarters are not otherwise sufficient to continue their administration on the present basis until January 1, 1908. The report was accepted.

Mr Andrews moved that the action of the President and Secretary in extending the lease of the A. L. A. headquarters at No. 34 Newbury St., Boston, for one year from September 1, 1907, be and hereby is confirmed. *Voted*, That this motion lie upon the table.

Finance reports. The Treasurer, Mr Hopkins, then submitted the following statement embodying the report of the Finance committee.

The illness of the former Treasurer prevented a presentation of his report at the Asheville meeting of the A. L. A. Upon my return journey from that meeting I called upon him at Washington. He was making recovery and expressed a hope that he might be able to close up his books before long and turn the work over to me.

This was not accomplished however when the time came for me to go upon my summer vacation. Upon my return, about September 10th, to my desk I found that the books and the Treasurer's report had been sent to my office while I was away. The books were closed August 8, 1907 and showed a balance of \$2,354.77 on hand. To this sum is to be added \$12 received by me from six old members since the Asheville meeting. Against this were bills aggregating \$1,086.15 in my hands awaiting payment. The rent and salaries for Headquarters during September with other bills not in my hands were also unpaid. Desiring advice from the Finance committee I succeeded in having a conference with Messrs Macbeth and Brett but a formal meeting of the Committee could not be had in the time remaining before the date of this meeting of the Executive board. Messrs Macbeth and Brett were of the opinion that the Finance committee could not make a budget without first obtaining fuller information than was then available. They agreed however to the following statement to be submitted to the Executive board:

The Finance committee, having considered the present financial situation of the Association in the light of such information as has been available to it to this date, finds that it can not recommend a budget similar to that recommended last year. It therefore has authorized the payment of such bills as have been placed before it aggregating to date \$1,086.15 and makes a budget totaling \$1,250, from which the Executive board may make appropriations to cover the period up to February 1, 1908.

Very respectfully

(Signed) GEORGE A. MACBETH

W. H. BRETT

Finance committee.

I am in receipt of a letter from the third member of the Finance committee, Mr D,

B. Hall, in which his opinion expressed independently supports that of the other two members of the Committee.

Respectfully submitted

(Signed) A. H. HOPKINS, Treasurer.

Upon motion the report was adopted.

Pursuant to the action taken at Asheville on May 29, relative to the continuance of Headquarters, Mr Hovey made the following report: "I report, as Executive officer, that I have no definite statement to make covering subscriptions from outside sources for the fiscal year, beginning January 1, 1908." (Signed) E. C. Hovey. *Voted*, That the report be received.

Voted, That the Executive board proceed to make appropriations for expenditures to cover the period up to January 1, 1908. After a discussion of means available, Mr Hovey tendered his resignation to take effect January 1, 1908. After careful consideration, it was

Voted, That the resignation be accepted, with thanks for the services which Mr Hovey has rendered.

Voted, That Messrs Hopkins, Andrews and Wyer be appointed a committee of three to consider appropriations up to January 1, 1908, and that the report be made a special order for eight o'clock on this date.

Committee appointment. Miss Irene Warren, Librarian of the University of Chicago School of Education, was appointed Chairman of the Committee on cooperation with the N. E. A.

Catalog rules. The report of the Committee on the printing of the A. L. A. Catalog rules was next considered. After a review of the proposals and samples of printing submitted by the A. L. A. Publishing board, it was

Voted, That the printing of the Catalog rules be entrusted to the Publishing board in accordance with their letters of May 25, 1907, and September 10, 1907, and in conformity with the requirements of the Committee on Catalog rules.

A. L. A. Bulletin. A communication was received from the Publishing board rela-

tive to the selection of material for the numbers of the Bulletin other than the Proceedings and Handbook. *Voted*, That the Publishing board be informed that the selection of material for the November Bulletin will be made by the Executive officer, and beginning with January 1908, by the Secretary of the Association.

Minnetonka conference. A communication was received from Miss Countryman giving particulars concerning hotels and rates at Minnetonka. A tentative date, June 26—July 1, 1908, was decided upon to be made formal and public later when communications could be had with the local authorities at Minnetonka.

A letter was presented from the exhibitors at the Asheville conference relative to the extortionate rates charged by the local headquarters hotel. *Voted*, That a committee of three on Commercial exhibits be appointed to report at the meeting of the Executive board preceding the conference. The President appointed Mr Wyer, Miss Gratia Countryman, and a third to be appointed by the Chairman of the Committee.

Report of Program committee. Mr Andrews presented the following report for the Program committee on the editing of the proceedings of the Asheville meeting.

Sept. 26, 1907

To the Executive board:

The Program committee respectfully report that they have attended to the duties prescribed by the By-laws. Within a month from the close of the Asheville Conference the papers and records of the general sessions and nearly all those of the sectional meetings had been edited. The affiliated organizations were somewhat slow in sending in their records, but the complete copy was sent to the Publishing board on July 26.

In doing this work the Committee had in mind the express desire of the Council for a limitation of the size of the Proceedings. All documents and appendices presented with papers and reports were omitted, three papers printed elsewhere were omitted entirely and another returned to its author for condensation, the stenographic report of the introductory and connective matter and of the discussions was

materially abridged, and it was decided to print the Necrology in the Handbook.

A considerable economy, not less than five pages, was secured by printing all papers in their chronological order in the Proceedings. This is the logical method of treatment; and if the program is well arranged and strictly carried out ought to be at least as convenient as the former method of separating the papers and the discussions.

On the other hand, the Committee are inclined to think that a change of topic should be indicated typographically by lines or additional leads; that the Proceedings should contain a list of the officers serving during the conference; and that the Proceedings of the outgoing and the incoming Executive boards should be clearly distinguished. They suggest reference to these points to their successors.

The Proceedings as printed occupy 14 more pages than those of 1906. This increase, however, is more than accounted for by the slightly more extended type used, the choice of a page with one less line of print and the inclusion of the reports of the National Association of State Libraries and the American Association of Law Libraries over their allowance of 15 will be of course at their expense.

The Committee are of the opinion that the Proceedings have been condensed as much as is desirable, believing that members not present at the Conference should have the benefit of as full a report as possible, and believing also that the papers read at the meetings are, as a rule, worthy of being printed in full.

They hope, however, that the vote of the Council in regard to papers before the sections will secure shorter papers and more discussion, and they further recommend that as the Report on Gifts and bequests is for the calendar year it be published hereafter in one of the Bulletins other than the Proceedings number.

The Committee desire to express their thanks to the Publishing board for their share of the work and especially to Miss Nina E. Browne for the care with which the material has been prepared for and carried through the press. They hope that due allowance will be made for imperfections and delays in carrying out the work for the first time, and that the result will be considered creditable to the Association as well as to those concerned directly in its preparation.

For the Program committee

C. W. ANDREWS, Chairman
HELEN E. HAINES
J. I. WYER, JR.

Voted, That the report be accepted and recommendations approved.

The Secretary was instructed to send a letter of sympathy to Miss Helen E. Haines, expressing the regret of the Executive board over her enforced absence.

Adjourned, to meet at 8 o'clock, September 26.

ADJOURNED MEETING, SEPT. 26.

The meeting was called to order by the President. All present but Miss Helen E. Haines.

Report of Appropriations committee. Mr Hopkins, Chairman of the Special committee on appropriations, submitted the following report for the period ending December 31, 1907:

E. C. Hovey, salary	\$325.
Secretary's salary	70.
Rent	333.33
Stenographer (Headquarters). ..	266.67
Treasurer's office	25.
Handbook	200.
Incidentals, including Bulletin No. 6.....	30.
Total	\$1250.

"The Committee further recommends that the Executive board ask the Finance committee to take cognizance of the fact that the Executive officer had in his hands a balance of \$600 not turned over to the Treasurer. If the Finance committee will include this in its funds available for the balance of the current year, the Committee recommends the payment of Mr Hovey's salary in full with the aid of this fund. If not, the committee recommends that the Publishing board be called upon to make good its guarantee of \$500, for this purpose." *Voted*, That the report be approved and recommendations adopted.

Headquarter's lease. *Moved* by Mr Andrews to take the question of lease of Headquarters from the table. *Voted*, By unanimous consent the motion concerning lease of Headquarters was amended and put upon its passage as follows: *Voted*, That the action of the President and Sec-

retary in extending the lease of A. L. A. Headquarters at No. 34 Newbury St., Boston, for one year from September 1, 1907, be and hereby is confirmed, but that they be requested to ascertain on what terms it would be possible to terminate the occupancy of said quarters prior to the expiration of the lease, and to report at the next meeting of the Board.

A. L. A. Publishing board. The special order of business set for ten o'clock on September 27, relative to reduced rates to members for A. L. A. publications, was by unanimous vote changed to consideration at this time.

Mr Legler, Chairman of the Publishing board, appeared for the Board, by request. After a thorough discussion of the matter, Mr Andrews moved that the Publishing board, in replying to the request of the Executive board of May 29, 1907, be asked to include a discount to all members of the Association. Seconded and carried.

The attention of the Chairman of the Publishing board was called to the fact that Mr Hovey had reported that \$136 had been received for copies of the Proceedings and the money placed, through error, in the treasury of the Publishing board.

SPECIAL MEETING SEPTEMBER 27

A special meeting of the Executive board was held, upon call of the President, at 2.45 p. m.

Voted, That the Executive officer be instructed to sell copies of the Proceedings of 1907, until the date of the next conference of the A. L. A., for \$1 plus postage to members of the American Library Association and the members of the affiliated organizations, and to all others at \$2 plus postage.

Voted, That the Executive board requests the Executive officer to prepare for the next meeting of the Executive board on October 19, a detailed statement of receipts and expenditures of Headquarters, including the subscriptions for maintenance of the same, and a statement of those remaining unpaid, if any, and an estimate of the expenses absolutely neces-

sary to carry Headquarters till February 1, 1908.

Moved, to adjourn until 10 a. m. October 19, at Pittsburgh, unless otherwise ordered by the President. Carried.

LUTIE E. STEARNS, Recorder.

ADJOURNED MEETING OCTOBER 19

The Board met pursuant to adjournment with the following members present: A. E. Bostwick, President; C. H. Gould, First Vice-President; J. I. Wyer, Jr., Secretary; A. H. Hopkins, Treasurer; C. W. Andrews, ex-President and the following gentlemen present by invitation: G. A. Macbeth and W. H. Brett of the Finance committee, and H. E. Legler, Chairman of the Publishing board.

The minutes of the three meetings at Stamford, N. Y., September 26-27, 1907, were read and after corrections adding the exact date "June 26—July 1" to the vote regarding the 1908 conference and the words "plus postage" after the sums fixed for the sale of Proceedings to members and others, they were approved.

Report of lease of headquarters. Messrs Bostwick and Wyer, a committee appointed to ascertain upon what terms it would be possible to terminate occupancy of quarters at 34 Newbury St., Boston, prior to expiration of lease on Sept. 1, 1908, reported that they had secured copy of the lease and found that it contained no provision forbidding sub-letting. Report was received and discussion developed the sense of the Board that should action be taken providing for the removal of Headquarters from Boston the sub-letting of present quarters should be promptly placed with a rental agency.

Report from Executive officer. In accordance with request of Executive board at its meeting Sept. 27, the Executive officer submitted through the President a report indicating that it was impossible for him from data at his command to furnish a detailed statement of the receipts and expenditures of Headquarters; that the sum of \$1300 in addition to the rent paid by the Publishing board would be

sufficient to maintain Headquarters from Sept. 1 to Dec. 31, 1907, and that of contributions towards support of Headquarters there still remain unpaid \$500, one-half of which is good and will be paid before Dec. 31, the other half doubtful.

A. L. A. Publishing board. A communication from the Publishing board touching various topics referred to it by the Executive board at Stamford, was submitted in person by the chairman, Mr Legler.

The A. L. A. Publishing board, acting upon recommendations and transactions of the Executive board at Stamford, September 26-27, and communicated to it through its Chairman, submits the following extracts from minutes of its Proceedings on October 1-2, 1907.

Voted, That the Treasurer be authorized to pay such portion of the \$500 guarantee for the salary of the Executive officer, as may seem to be necessary.

Voted, That the Treasurer pay to the A. L. A. the net proceeds of the sale of Proceedings up to date as recorded on the accounts of the Publishing board, and that he continue to make similar payment in future.

The Executive board having allowed \$100 to the Publishing board for editorial work on the Proceedings of 1907, it was voted to accept that amount.

Voted, That the Board undertake the printing of the rules in accordance with the recommendation of the Executive board. The Secretary was instructed to communicate with Mr Hanson, the chairman of the Catalog rules committee, and to get from him in writing confirmation of the conditions indicated by the Executive board, and to ask that copy be submitted as early as possible. It was suggested that it might be feasible to issue the sample cards in card form rather than in book form.

The question of discounts to A. L. A. members received consideration, and the Chairman was directed to reply to the Executive board that serious doubt having arisen in the minds of the members whether the Board is justified in making a

discount under the terms of the Carnegie gift, the Board must defer action till further light can be obtained.

Report from Finance committee. Mr George A. Macbeth, chairman of the Finance committee, reported the great difficulty experienced by his Committee in preparing a budget covering any annual period.

1 Because there is no constitutional or other provision designating a fiscal year.

2 Because of the exceedingly unsatisfactory and uncertain condition in which his Committee finds the Association finances due to the prevalent custom of permitting more than one person to pay bills, the uncertainty as to the fiscal year and the difficulty of being sure that payment against appropriations for any given year are paid out of monies actually received for the same year.

The Finance committee recommended:

1 That it seems desirable that the terms of office of the Treasurer and the members of the Finance committee should coincide with the fiscal year and that the end of the fiscal year might well be fixed at a time shortly before the earliest date at which the annual conference is likely to be held, say April 1, (referred to Committee on Constitutional revision).

2 That the laws of Massachusetts under which the A. L. A. is incorporated be examined to see if there may not be provisions affecting time of annual meeting. (referred to Committee on Constitutional revision).

3 That in future all bills be paid by and through the Treasurer of the Association and not through Executive officers.

These recommendations were adopted and the Finance committee submitted the following report relating to Budget.

The books of the Treasurer and the assurance of the Secretary appearing to indicate that there are funds enough in the treasury or to be paid into it before Jan. 1, 1908, to provide for the running expenses of the Association according to appropriations totaling \$1250, adopted at Stamford, the Finance committee reports

to the Executive board a budget of \$4000 for the calendar year 1908 based upon the following estimate of receipts for that year.

Dues from 1571 individual members	\$3142
Dues from 170 library members	850
Initiation fees new.....	300
Income from endowment fund	300
	<hr/>
	\$4592

Communication from Trustees of Carnegie Library of Pittsburgh. Mr George A. Macbeth, chairman of the Library committee of the Board of trustees of the Carnegie Library of Pittsburgh, and on behalf of the members of that board, tendered to the Association without expense and for an indefinite length of time, space approximating 2200 square feet, heated and lighted, in the building of the Carnegie Library of Pittsburgh.

It was then *Voted*, That the Executive board of the American Library Association hereby tenders to the Chairman of the Library committee of the Carnegie Library of Pittsburgh and to every member of his board most hearty thanks for the very generous and most opportune offer to supply space in the library for the accommodation of A. L. A. Headquarters.

After an inspection by the Board of the proffered quarters, which established the fact that satisfactory facilities for storage and shipping for the work of the Publishing board were available, a recess was taken until 3 o'clock.

Upon reassembling Mr Legler presented the following statement from the Publishing board relative to possible removal of A. L. A. headquarters to Pittsburgh.

Voted, That Messrs Legler and Lane be asked to represent the Publishing board at the meeting of the Executive board in Pittsburgh, October 19, 1907.

Resolved, That the Publishing board feels it desirable that the office of the Publishing board should be in conjunction

with the Headquarters of the A. L. A., if the latter are in New York or Chicago; and would favor the removal of the Publishing board office to either of these places, if A. L. A. headquarters were established there with reasonable prospect of remaining there for a number of years; but it considers that for many reasons Pittsburgh would be an undesirable place for the Publishing board office, and the Board would be reluctant to remove its office thither in any event, until the A. L. A. headquarters should be so organized as to make the cooperation clearly advantageous.

In order that the representatives might be prepared to answer questions as to the undesirability of Pittsburgh as a place for the Publishing board, the following reasons were noted:

1 It would necessitate the appointment of a new secretary.

2 It would require a change in the personnel of the Board, since the present members are all too far removed from that place.

3 A publishing concern should not change its location as a temporary expedient.

4 The Board's office should be located in a library center, where a large enough number of librarians are available for consultation and for membership on the Board, so that there may be two or three resident members.

After extended consideration of the views of the Publishing board and much discussion it was

Voted,

Whereas the Carnegie Library of Pittsburgh has kindly offered to the A. L. A. ample and suitable space for the business of its Headquarters and Publishing board *and whereas* the financial condition of the Association renders it impossible to further maintain Headquarters under present arrangements, be it

Resolved, That the Executive board recommend to the Council the acceptance of this offer to take effect as soon as possible. Although many members of the Council

at Asheville expressed the desire that interim meetings be called sparingly, the Executive board feels so strongly that the best interests of the Association are so affected by the very important proposition now before it as to suggest a meeting of the Council at Pittsburgh on Dec. 9, unless the correspondence vote sent out herewith shall be unanimous.

If a majority of the Council shall deem a special meeting unnecessary and shall so express themselves, the Executive board will accept the responsibility of acting in the matter.

Annual budget. The Executive board then adopted the following schedule of appropriations for the calendar year 1908, covering the budget of \$4000 reported by the Finance committee.

A. L. A. Bulletin.....	\$1750
Secretary's office	
Salary	250
Office expenses	125
Conference 1908	400
Treasurer's office	150
Committees	
Bookbuying	75
Book binding	50
Travel	50
Headquarters	1150
	<hr/>
	\$4000

Board adjourned

J. I. WYER, JR., Secretary.

Constitutional revision. Acting upon the recommendation of the A. L. A. Council at Asheville, the following Committee on revision of the constitution has been appointed by the President,

Herbert Putnam, Chairman
C. W. Andrews
W. H. Brett
H. J. Carr
W. C. Lane

The Chairman of this Committee or any of its members will be very glad to receive from any member of the A. L. A. suggestions which may facilitate their work. The earlier that such suggestions can be submitted, the better.

NOTES FROM HEADQUARTERS.

The following letter received from Mr Alfred Hafner of Messrs G. E. Stechert & Co. is printed for the information and guidance of members.

My dear Mr Hovey:—

We have recently been notified by the New York Post Office that the German periodical "Die Jugend" has been confiscated on account of a small advertisement to which objection has been made, and we have been informed that all copies sent directly from abroad are held up by the Post Office and will be destroyed and not returned to Europe.

We have recently received various claims from libraries receiving the important daily newspapers from abroad that the numbers have not regularly reached them, and we suspect that these newspapers most of which contain lottery advertisements, have also been held up by the Post Office. Through this proceeding the libraries that bind the newspapers will of course be greatly inconvenienced, and if they wish to stop the destruction of their mail they ought to take immediate action.

Very truly yours,

A. HAFNER.

A. L. A. Handbook. Mr George F. Bowerman asks that attention be called to the fact that the District of Columbia Library Association was omitted from the Handbook. Mr Bowerman of the Public Library of the District of Columbia is its President and Mr Willard O. Waters, of the Library of Congress, is its Secretary.